

North Shore Schools
Audit Committee Meeting
May 4, 2023
7:25 P.M.
Glenwood Landing School Auditorium

Present: Trustees David Ludmar, Lisa Cashman, Lisa Colacioppo, Richard Galati, Maria Mosca, and Marianne Russo. Trustee Andrea Macari, and Community Members Mr. Roger Friedman and Mr. Andrew Spieler were absent.

Also present: Superintendent Dr. Christopher Zublionis, Assistant Superintendents Dr. Carol Smyth and Mr. James Pappas, Ms. Denise Longobardi, Claims Auditor, and Mr. Darin Iacobelli and Mr. Dimitris Bantileskas of Nawrocki Smith, Internal Auditors

Denise Longobardi, Claims Auditor explained that her role as claims auditor is to review every expenditure the district makes. She reviews the purchase order packet to ensure it is in compliance with school district policies and New York State General Municipal Law, that it follows the proper bidding procedures, and/ or uses state/local contracts. She reported that the District has a very low exception rate; the lowest it has been in the last 9 years since she has been tracking. In total for the entire year there has only been 11 exceptions. The exception rate equals .24 of 1% and the dollar amount is \$.024 of 1%. Ms. Longobardi commended Mr. Pappas and the business office staff for this exceptional report. She said the staff is very proactive and contacts her with questions between check runs to make sure the package is complete.

Darin Iacobelli and Dimitris Bantileskas of Nawrocki Smith, the District's Internal Auditors reported next. Mr. Bantileskas presented their risk assessment report. He explained that there are 3 levels of risk; low, moderate and high and for each area there is a different level of risk. Some areas are inherently high risk. Mr. Bantileskas further explained that if there are good controls in place, risk can be reduced. They reviewed 21 areas, interviewed personnel, reviewed prior audit reports, and reviewed business processes. They reported that the District has a positive risk profile with no high risk areas. Mr. Bantileskas congratulated the team in and out of the business office. He noted that he is happy to see the District took corrective action and implemented the recommendations from last year. Finally, Mr. Bantileskas proposed three possible areas for cycle analyses next year; pupil personnel services, purchasing and related expenditures, or safety and security.

Trustee Russo noted that the new cash collection procedure is a big improvement from years ago. She complimented the business office for putting procedures in place so there are good controls on cash collection.

Trustee Colacioppo said she appreciates the work that went into the internal audit and the work of the departments who submitted all of the documentation. She was pleased to see a good risk rating and always below the inherent risk. She went on to say that areas where the inherent risk is high, our District is rated low. She acknowledged the business office and administration for such a positive report.

President Ludmar noted that the District has three levels of auditing: Claims Auditor, Internal Auditor and External (Independent) Auditor. He went on to explain that the Audit Committee is a state

regulated committee which is comprised of the Board as a whole plus 2 community members. The two community members were unable to attend tonight's meeting.

Mr. Iacobelli and Mr. Bantileskas will follow up with the Board for the area to review on next year's cycle analysis.

At 7:45 p.m. the meeting was adjourned.

By: Elizabeth Ciampi
District Clerk